



Lyttelton  
Farmers  
Market

## LYTTELTON FARMERS MARKET CHARTER

The Lyttelton Farmers Market is a Project Port Lyttelton (PPL) initiative. All PPL projects work towards creating the Lyttelton of the collectively inspired vision statement-

***Lyttelton – portal to Canterbury’s historic past,  
a vibrant sustainable community creating a living future.***

### CHARTER

The Lyttelton Farmers Market brings to its community a variety of affordable, seasonal, fresh, local produce sold by the actual producers. It is mindful of reducing food miles, acting as an incubator of local producers, and connecting people knowledgeably to their food supply.

### LOCAL VENDORS

- The market will give first priority to vendors whose point of production is within 50kms of Lyttelton.
- Second priority will be given to vendors whose point of production is within 100km of Lyttelton
- Existing stallholders who do not meet this criteria can continue to trade but no others from outside this geographic area will be accepted

### WHO CAN SELL THE PRODUCT?

- The principal producer or someone with in depth knowledge of the product and production process

### PRIMARY PRODUCTS

- You can sell only fresh produce that you have grown

### SECONDARY PRODUCTS/VALUE ADDED

- A principal ingredient must be produced/grown locally
- Existing sellers who do not meet this requirement will be encouraged to find a compliant supply source

### PRODUCT RANGES

- All food products are accepted plus plants that can be eaten, flowers, drink and products that enhance sustainable food production and waste reduction. For example worm farms, manure, Bokashi. All products must meet the criteria
- No other products can be sold

## **NEW VENDORS**

- Every stallholder must have completed an application form prior to commencement at the market

## **MARKET REQUIREMENTS**

### **Certificates**

- All vendors are advised they should consider Public Liability insurance except small scale home suppliers
- If produce is organic the market management would like proof of certification
- Any alcohol suppliers will need a Special License from Council
- Documentation of the use of commercial kitchen that you operate from if selling secondary products

### **Food Safety & Hygiene Standards**

- Safe practices in food handling, cooking and storage are essential to prevent foodborne illness.
- All stallholders must have effective means of cleaning hands – either with antibacterial sanitising gel or wipes. Always clean hands before and after handling food.
- If food is perishable, it must be maintained at a temperature of 4°C or below. This should be in a refrigerated unit or chilly bins packed with ice.
- All food must be individual packaged or covered to protect from cross-contamination.
- Care must be taken to protect food from cross-contamination when transported to and from the market.
- Tongs must be used to handle food – not hands. Gloves should be avoided if also handling money.
- Food must be prepared in a kitchen that is thoroughly cleaned and sanitised before and after use. This also includes cooking equipment, jars and containers for storing foods. Pets and children must be excluded from the kitchen while commercial preparation of food takes place.
- If food is cooked at the market, care must be taken to ensure that food is cooked though and served promptly to maintain temperature.
- All vendors should be aware of NZSFA labelling requirements. At a minimum, packaged foods should be labelled with the name of the food; name and address of the supplier; possible allergens (i.e. contains nuts); ingredients and use by dates. More information about labelling can be found on the NZSFA website.

- Periodic inspections will be carried out by the Environmental Health Officer for Christchurch City Council to ensure that all stalls comply with these food safety regulations.
- If you have any questions in regards to food safety, please contact Kylie Butson on 365-1667 or 027-224-0438.

### Set Up/Down

- Gates open at 8.30am and close at 1.30pm as per our resource consent
- Stallholder tents, umbrellas and canopies must be securely anchored to the ground. This is a safety hazard. Dangerous covers will be asked to be taken down
- Even if you sell out of product we require you to stay at the market until closing time. It is a good chance to talk to customers
- The market managers, PPL, are responsible for space allocation. Regular vendors can have their space allocated for the season. Casual vendors cannot be assigned a permanent spot. Every attempt will be made to accommodate your needs
- All vendors are responsible for their own rubbish.

### Incubator

- Small scale home suppliers can sell their product through PPL site. This will require a \$10 yearly membership and 10% commission on sales. If the venture is successful they can then move to become a regular stallholder meeting all the other requirements

### Other

- No products can contain genetically modified organisms
- The only music at the market is *music* authorised by PPL
- PPL reserve right to visit farm or production site to verify authenticity
- As members of NZ Farmers Market Ass we will adhere to their guiding principles.
- Endeavouring to keep a balance of produce, there will be some competition
- Customers will be encouraged to access the market on foot, by bus or bicycle.
- Our resource consent limits trading to 35 stalls